



Martin J. Chavez, Mayor

**City of Albuquerque**  
**Environmental Health Department**  
**Air Quality Division**

11850 Sunset Gardens S.W., Albuquerque, New Mexico 87121  
Phone: (505) 768-1972 Fax: (505) 768-1977



Alfredo R. Santistevan, Director

**Smoke Management Program PB-II Registration Form**  
**Grasslands, Shrub lands, and Forests**

This registration form shall be filled out completely by any users of prescribed fire that **intend to burn or do burn more than ten (10) acres, or more than 1,000 cubic feet, but greater than 5,000 cubic feet of pile volume of vegetative material per day or emits one (1) ton or more of PM<sub>10</sub> emissions per day.** The “Burner shall fill out this form completely no fewer than two (2) weeks prior to the planned ignition of the burn project pursuant to 20.11.21.15.C (7) NMAC. Please send the completed registration form to the address above, or fax to (505) 768-1977, or send via email with electronic signature to [calbrecht@cabq.gov](mailto:calbrecht@cabq.gov).

Date(s) of prescribed burn: \_\_\_\_\_ Submittal Date: \_\_\_\_\_

Date received by Air Quality Division: \_\_\_\_\_

Burn Name: \_\_\_\_\_

ID Number: 04-\_\_\_\_\_ (Given after you submit this form. Write it down and keep for your records)

**CONTACT INFORMATION**

Name (Contact): \_\_\_\_\_ 24-hour contact (phone): 505-\_\_\_\_\_

Government Agency or Company Name (if applicable): \_\_\_\_\_

Contact Address: \_\_\_\_\_ FAX (if available): 505-\_\_\_\_\_ E-mail (if available): \_\_\_\_\_

City: \_\_\_\_\_ State: New Mexico Zip: \_\_\_\_\_

Project type: ☐ Federal ☐ State ☐ Municipal ☐ Private

**BURN LOCATION INFORMATION**

County: Bernalillo Latitude (decimal degrees): \_\_\_\_\_ Longitude (decimal degrees): \_\_\_\_\_

Elevation (feet): \_\_\_\_\_

If latitude/longitude is not available, you can provide UTM or Township, Range, and Section instead.

UTM North: \_\_\_\_\_ UTM East: \_\_\_\_\_ Township: \_\_\_\_\_ Range: \_\_\_\_\_ Section: \_\_\_\_\_

Will the burn projects be conducted within a one-mile radius of a population? ☐ Yes ☐ No

If yes, please refer to “Requirement 5” on page 3 of this registration from.

**VEGETATION TYPE (Check appropriate/best fit box(es))**

☐ Grass ☐ Shrub ☐ Forest

Purpose of the prescribed burn: ☐ Restoration or ☐ Maintenance ☐ Wildland Fire Use

Time of Year Expected to Burn (check all that apply)

☐ March-May ☐ June-August ☐ September-November ☐ December-February

**ACREAGE, PILE VOLUME AND FUEL LOADING:****Acreage Burn Only:**

Number of acres to be burned: \_\_\_\_\_ acres  
Maximum daily acreage \_\_\_\_\_ acres  
Expected Burn Duration in Days: \_\_\_\_\_ days  
Calculated PM<sub>10</sub> emissions tons per day (tpd): \_\_\_\_\_ tpd of PM<sub>10</sub>

**For Pile Burn Only:**

Total projected pile volume: \_\_\_\_\_ cubic feet  
Maximum daily pile volume: \_\_\_\_\_ cubic feet  
Expected Burn Duration in Days: \_\_\_\_\_ days  
Calculated PM<sub>10</sub> emissions tons per day: \_\_\_\_\_ tpd of PM<sub>10</sub>

|                                | Day 1 | Day 2 | Day 3 | Day 4 | Day 5 | Day 6 | Day 7 |
|--------------------------------|-------|-------|-------|-------|-------|-------|-------|
| Date(s) Planning to Burn       |       |       |       |       |       |       |       |
| Daily Acres                    |       |       |       |       |       |       |       |
| Daily Pile Volume (cubic feet) |       |       |       |       |       |       |       |

**Total Fuel Loading by Vegetation Type (tons/acre). Use appropriate/best fit fuel type.**

|                   | Acres | Tons/Acre |                        | Cubic Feet |
|-------------------|-------|-----------|------------------------|------------|
| <b>Grass:</b>     |       |           | <b>Piled Material:</b> |            |
|                   |       |           | Clean Piles            |            |
| <b>Forest:</b>    |       |           | Average Piles          |            |
| Hardwood          |       |           | Tractor Piles          |            |
| Mixed Conifer     |       |           | Crane Piles            |            |
| Douglas Fir       |       |           |                        |            |
| Ponderosa Pine    |       |           |                        |            |
| Juniper           |       |           |                        |            |
| Heading Pine      |       |           |                        |            |
| Backing Pine      |       |           |                        |            |
|                   |       |           |                        |            |
| <b>Shrub:</b>     |       |           |                        |            |
| Sagebrush         |       |           |                        |            |
| Chaparral         |       |           |                        |            |
| Heading Chaparral |       |           |                        |            |

**PB-II Requirements:** The following requirements shall be met for all PB-II burns.

1. The burner shall review smoke management educational material supplied by the Department or complete a Department approved smoke management training program prior to initiating burning.

**Select one of the following:**

- ☐ Burner has reviewed smoke management educational material supplied by the Department  
☐ Burner has completed a Department approved smoke management training program prior to initiating burning

2. The burner shall consider alternatives to burning and shall document the alternatives considered and the rationale for not utilizing alternatives provided in 20.11.21.18 NMAC.

Were alternatives considered? ☐ Yes ☐ No  
What alternatives were considered? (Please refer to 20.11.21.18 NMAC)

\_\_\_\_\_

Why were the alternatives not utilized?

\_\_\_\_\_

3. The burner shall implement at least one emission reduction technique (ERT) included in 20.11.21.19 NMAC and shall document the techniques implemented on a form obtained from the Department. The form shall be submitted to the Department no fewer than two (2) weeks prior to the planned burn project (Refer to ERT PB-II form).

Is burner requesting a waiver from this requirement? ☐ Yes ☐ No  
If yes, please fill out the waiver request form and submit to the Department.

4. The burner shall only burn during times when the ventilation index category is "Good" or better.

Ventilation Category Expected to Burn Under (Check all that apply):

☐ Excellent ☐ Very Good ☐ Good ☐ Fair ☐ Poor

Is burner requesting a waiver from this requirement? ☐ Yes ☐ No  
If yes, please fill out the waiver request form and submit to the Department **no later than 10:00 am one business day prior to the planned burn.**

5. The burner shall conduct visual monitoring and document the results in writing; the results shall evaluate:
  - i. The smoke dispersion by recording characteristics of the smoke (e.g., color, density)
  - ii. The general compass direction of dispersion
  - iii. The patterns of vertical dispersion
  - iv. The duration of the smoke plume(s)
  - v. Use of onsite instruments to record the wind speed and direction is encouraged;
  - vi. Documentation through use of photographs, with the date, time, and other relevant information noted on the photographs, is also encouraged
  - vii. **No later than six months** after the burn project, the burner shall submit records of these results to the department
6. The burner shall notify the local fire authorities prior to igniting a burn.

7. **No fewer than two (2) weeks prior** to planned ignition of the burn, the burner shall register a burn project with the Department.
  - i. If the burner has not received the registration number prior to igniting the burn project, the burner shall make a good faith effort to contact the Department to obtain the registration number.
  - ii. For burn projects longer than seven (7) consecutive days, the burner shall notify the Department every seven (7) days when burning is to be conducted under that burn project registration.
  - iii. The burner shall not burn more area or volume than the burner has included in this form.
8. The burner shall notify the department of **the intent to burn on a specific date no later than 10:00 a.m. one business day prior to the planned burn project.**
  - i. The notification may be made up to seven days prior to igniting the burn
  - ii. The department shall notify the burner of the receipt of the notification by 11:00 a.m. on the day the department receives the notification.
  - iii. If the department has not notified the burner by 11:00 a.m., and prior to igniting the burn, the burner shall make a good faith effort to contact the department to verify that the department received the notification.
  - iv. The burner shall not burn more area or volume than the burner included in the registration.
  - v. The department shall notify the burner no later than 3:00 p.m. one business day prior to the start of the burn project if a modification of the burn is being required by the department.
9. No later than two weeks following the end of the burn project, the burner shall complete and submit to the department a fire activity tracking form, using a form obtained from Department.
10. The department may require the burner to notify the department no later than two business days prior to the planned burn so the department may determine whether to conduct instrument monitoring in addition to visual monitoring conducted by the burner. The need for instrument monitoring by the department shall be determined by the department on a case-by-case basis.
11. **The burner shall conduct public notification no fewer than two business days prior to, and no earlier than 30 days prior to igniting a burn.** The method of notification shall be an advertisement in a newspaper of general circulation in the area where the burn will take place, and/or other means, as approved by the department to assure adequate notice to the affected public.
12. An applicant for a waiver may challenge the department's denial of a waiver by following the procedures established in 20.11.21.21 NMAC. A person adversely affected by the department's grant of a waiver may challenge the department's decision by following the procedures established in Subsection B of 20.11.21.21 NMAC.

**Pursuant to 20.11.21.15.A NMAC,** Only vegetative material shall be burned, with the following exceptions,

1. Auxiliary fuel or incendiary devices may be used to start the burning authorized provided that.
  - a. No oil heavier than No. 2 diesel shall be used, and
  - b. No more than the minimum amount of auxiliary fuel necessary to start the fire shall be used.
2. Polyethylene sheeting may be burned with the vegetative materials, provided that:
  - a. The sheeting has been covering piled vegetative material for a least one month prior to burning, and
  - b. The amount of sheeting burned is not more than the minimum necessary to cover the pile, and
  - c. Removal of the sheeting before burning is impractical, and
  - d. **The burner is able to provide evidence, such as purchase records or package labeling, that establish the sheeting is polyethylene and not some other form of plastic.**